



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

AREA DIDATTICA E SERVIZI AGLI STUDENTI
TEACHING AND STUDENT SERVICES AREA

UFFICIO CARRIERE STUDENTI
STUDENT CAREERS OFFICE



REGISTERING FOR GRADUATION

SCHOOL OF
AGRICULTURAL SCIENCES
AND
VETERINARY MEDICINE

FIRST PERIOD – SPRING SESSION

HOW TO REGISTER FOR GRADUATION

In order to graduate in the spring session **from 17 February 2025 to 17 April 2025**, you must have paid the first and second installment of the A.Y. 2024/25 (the payment of the first installment of A.Y. 2024/25 is not required for undergraduates of the old system V.O. prior to Ministerial Decree 509/99).

You must register for graduation **from 18 November 2024 to 21 January 2025**. The application procedure ("Diploma attainment" on Uniweb) consists of two stages.

FIRST STAGE

- Enter the **title** of your dissertation and the information about your supervisor by the deadline set for the graduation period. Please indicate the original title to be written on the header of your dissertation and its English translation (if your dissertation is written in English, you must insert the same title twice, both in the field 'dissertation title' and in the field 'dissertation title in English')
- Wait for the supervisor to **approve** your dissertation title from their Uniweb personal page
- Wait for the **notification** (sent to your institutional e-mail address name.surname@studenti.unipd.it) that the title has been approved by the supervisor
- The registration procedure is now available on your Uniweb personal page

SECOND STAGE

- **Register** for graduation
- Fill in the **AlmaLaurea** questionnaire (please note that if you do not fill in the entire questionnaire, you will not be able to finalise and submit your application for graduation. Upon filling in the questionnaire, you will be redirect to your personal page on Uniweb and to finalise and submit your application)
- **Submit** you application
- Now your application is correctly submitted, and you will find the payment slip of € 16.00 (revenue stamp) in the section 'Contributions' on Uniweb.

IMPORTANT INFORMATION

- The first stage must be completed as soon as possible, in order to obtain your supervisor's approval in time and proceed with the second stage
- Once you have been submitted your application, your study plan cannot be changed any longer.
- If you do not pay the revenue stamp (€16.00) for graduation, your student's records cannot be approved. The payment is also mandatory in case of cancellation of the degree application.
- If you wish to cancel your graduation registration, you should do it directly on Uniweb and immediately notify it by email to:

Student Career Office (Agripolis campus): **agrariaveterinaria.studenti@unipd.it**

School of AMV, Teaching Office: **agraria.medicinaveterinaria@unipd.it**

- If you wish to postpone the dates of your graduation within the same period, i.e. from the first set of dates (*primo appello*) to the second set of dates (*secondo appello*), you should send an email to conseguimentotitolo.studenti@unipd.it before the last day of the first set of dates you initially registered for
- If you enrolled before A.Y. 2014/15 and you still hold your paper booklet, please send it to **Università degli studi di Padova – Ufficio Carriere Studenti – Viale dell’Università, 16 – 35020, Legnaro (PD)** within the deadlines
- Further information and the step-by-step procedure are available in the [Handbook](#)
- Information about how to write your dissertation, how and when to upload it, graduation periods etc. is available on the School of AMV website at <https://www.agrariamedicinaveterinaria.unipd.it/nuova-procedura-di-upload-della-tesi-uniweb>
- Contacts: School of Agricultural Sciences and Veterinary Medicine - agraria.medicinaveterinaria@unipd.it

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(FROM 17 FEBRUARY 2025 TO 17 APRIL 2025)

BACHELOR'S DEGREE PROGRAMMES

ALL ITALIAN-TAUGHT DEGREE PROGRAMMES EXCEPT *SICUREZZA IGIENICO-SANITARIA DEGLI ALIMENTI (SIA) E ANIMAL CARE (AC)*

FEBRUARY – SINGLE SESSION (D.M 509/99 DEGREE PROGRAMMES)

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	12 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025

FEBRUARY - SINGLE SESSION (D.M. 270/04 DEGREE PROGRAMMES)

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	27 January 2025
Dissertation upload on Uniweb and supervisor approval deadline	27 January 2025
Dissertation discussion	10 February 2025- 14 February 2025
Proclamation	17 February 2025- 28 February 2025

SICUREZZA IGIENICO-SANITARIA DEGLI ALIMENTI (SIA) E ANIMAL CARE (AC)

FIRST SESSION - FEBRUARY

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	14 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025

SECOND SESSION - APRIL

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	31 March 2025
Dissertation upload on Uniweb and supervisor approval deadline	09 April 2025
Dissertation discussion and proclamation	14 April 2025 - 17 April 2025

SINGLE-CYCLE DEGREE PROGRAMMES

MEDICINA VETERINARIA

FIRST SESSION - FEBRUARY

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	13 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025

SECOND SESSION – APRIL

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	31 March 2025
Dissertation upload on Uniweb and supervisor approval deadline	03 April 2025
Dissertation discussion and proclamation	14 April 2025 - 17 April 2025

MASTER'S DEGREE PROGRAMMES

ALL MASTER'S DEGREE PROGRAMMES EXCEPT BIOTECNOLOGIE PER L'ALIMENTAZIONE - BIOTECHNOLOGIES FOR FOOD SCIENCE

FEBRUARY - SINGLE SESSION

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	12 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025

FEBRUARY - SINGLE SESSION

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	14 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025

FORMER ITALIAN UNIVERSITY SYSTEM (VECCHIO ORDINAMENTO IN ANNUALITÀ)

FEBRUARY - EXTRA-ORDINARY SINGLE SESSION A.Y. 2023/24

Registration for graduation	18 November 2024 - 21 January 2025
Delivery of paper booklet (if applicable)	
Exams registration and tuition fees payment deadline	03 February 2025
Dissertation upload on Uniweb and supervisor approval deadline	12 February 2025
Dissertation discussion and proclamation	17 February 2025 - 28 February 2025